

BUILDINGS & GROUNDS COMMITTEE MINUTES
Committee Room #1, Second Floor, Oneida County Courthouse
Monday, December 18th, 2017 9:30 a.m.

COMMITTEE MEMBERS PRESENT: Billy Fried/Chairman, Lance Krolczyk and Bob Metropulos

COMMITTEE MEMBERS ABSENT: Scott Holewinski (Excused); Greg Oettinger (Excused)

ALSO PRESENT: LuAnn Brunette, Troy Huber (Buildings & Grounds); Lindsey Kennedy (Labor Relations/Employee Services); Evan Pretzer (Lakeland Times); Joseph Brauer (Oneida County Airport Director); Kevin Boneske (Rhineland Star Journal)

CALL TO ORDER

Chairman Fried called the Buildings & Grounds Committee to order at 9:35 a.m. in Committee Room #1 of the Oneida County Courthouse. This meeting has been properly posted in accordance with the Wisconsin Open Meeting Law and complies with the Americans with Disabilities Act.

APPROVE AGENDA

Motion by Krolczyk to approve the agenda. Second by Metropulos. All members present voting 'Aye'. Motion carried.

APPROVE MINUTES

The minutes from the November 20th, 2017 meeting were passed around for the committee members to review. Motion by Fried to approve the November 20th, 2017 minutes. Second by Metropulos. All members present voting 'Aye'. Motion carried.

BILLS, VOUCHERS, BLANKET PURCHASE ORDERS, LINE ITEM TRANSFERS

Brunette presented information for the Committee's review. Motion by Fried to approve the bills and blanket purchase orders as presented. Second by Krolczyk. All members present voting 'Aye'. Motion carried.

REQUEST FROM AIRPORT TO USE OFFICE CURRENTLY RENTED FOR UW (ON A TEMPORARY BASIS FOR STORAGE)

Brunette presents overview on the office space. Brunette, prior to the meeting, contacted Lynn Feldman with the UW Extension to see if they had an issue with the space being used by the airport for storage and they do not object nor have plans to use the space in the near future. This request was also approved by Steve Nelson, who will be the new head of the UW Extension after the 1st of the year. Brauer introduced as the Oneida County Airport Director and presented information on what materials they would like to store in the unused office space. Brauer stated that pictures and climate sensitive material would be stored in the office, they currently have storage but it at its maximum capacity. The requested office space is less than 100 square feet. Brauer confirmed that the space is currently vacant. Fried questioned if the request was approved if it would reduce the rent paid by the UW Extension to the airport. Brauer stated that was not offered and hoped that the latest reduction in the square footage rental rate being paid by the UW Extension would be perceived as a favorable, professional relationship between the UW Extension and airport. The time frame being requested to use this space is approximately 6 months or less. Motion by Metropulos to approve office space currently rented by the UW Extension to be temporary used by the airport for storage. Second by Krolczyk. All members present voted 'Aye'

UPDATE/ACTION ON BUILDINGS & GROUNDS PROJECTS/ACTIVITIES

- a) **Law Enforcement center Retrocommissioning:**
 - Exhaust fan control will be in this week (Week of 12/18/17); waiting on Automated Logic boiler controls that were approved at the 11/20/17 committee meeting. The project is to be completed by 01/31/18.
- b) **Jail shower coating project**
 - Contractor was on-site November 27th and have completed two units' walls but not the floors. They are going to start with the showers and then move on. There is an odor to the application but there is an air scrubber being used. This was included as part of the bid spec.
- c) **Law Enforcement Center hot water heaters:**
 - Brunette stated that a resolution has been provided for emergency replacement of the hot water heaters and is being taken to the County Board meeting scheduled for 12/19/17. The resolution proposes replacing 3 – 500 gallon, 1 million BTU hot water heaters with 4 -100 gallon, 600,000 BTU hot water heaters. By doing this the energy efficiency will go from 68% on current hot water heaters to 97% on new hot water heaters. Payback will be recouped in just over 5 year life; the life expectancy of the new heaters is 13 years. During the initial discussion on the replacement of the hot water heaters it was discussed to replace only 3 heaters but after further inspection it was determined that all 4 hot water heaters need to be replaced. The heaters are original to the building and have been used since 1999. They have long outlived their life expectancy. The initial estimated cost was \$150,000 to \$162,000. The new plan is to direct purchase the hot water heaters at an expected cost of \$80,000, installation projected at \$30,000 from a different vender and it will not void the warranty of the hot water heaters - the lowest bid coming in at \$25,400; and a \$10,000 contingency budget for a total request of \$124,000.
- d) **Law Enforcement Center booking project:**
 - Cabinetry and wiring is complete; platform has been constructed, stainless toe-kick installed, waiting for countertops then the project will be done.
- e) **Project list and projection timeline:**
 - Brunette reviewed current projects listed on handout provided to Committee. Brief discussion held.

NON-BUDGETED ITEM REQUEST

None

PUBLIC COMMENT

Boneske requested of copy of project list and projection timeline; he was provided with a copy.

ITEMS FOR NEXT AGENDA

None

CLOSED SESSION

Motion by Metropulos, second by Krolczyk to adjourn into closed session pursuant to section 19.85(1)(c), Wisconsin stats., “considering employment, promotion, compensation or performance evaluation data of any public employee over which this body has jurisdiction or responsibility” (topic: facilities director performance evaluation and goal setting)

Roll call vote taken with all voting in the affirmative. Motion carried. Committee went into closed session at 9:53 a.m.

RETURN TO OPEN SESSION

Motion by Krolczyk to return to open session at 10:22 AM. Second by Metropoulos. Roll call vote: All 'aye'; motion passed.

ANNOUNCEMENTS FROM CLOSED SESSION

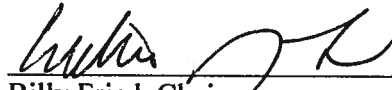
No announcements from closed session.

FUTURE MEETING DATES

January 15, 2018 at 9:30 a.m.


ADJOURNMENT

Motion by Metropoulos to adjourn meeting. Second by Krolczyk. All members present voting 'Aye'. Motion carried. Meeting adjourned at 10:24 a.m.



Billy Fried, Chairman

1/29/2018
Date



Lindsey Kennedy, recording secretary

1/23/2018
Date